

## **CLASS SPECIFICATION**

### **SAN DIEGO CITY CIVIL SERVICE COMMISSION**

#### **HAZARDOUS MATERIALS/PRETREATMENT TRAINEE**

##### **DEFINITION:**

Under immediate supervision, in a training capacity, to perform entry level work in: 1) the permit inspection of industrial and commercial establishments discharging waste into the City's sewer systems and storm drains; or 2) the inspection and coordination of the use, storage, and disposal of hazardous materials at City facilities; or 3) the inspection of commercial refuse loads at a public landfill for unauthorized materials; and to perform related work.

##### **\* EXAMPLES OF DUTIES:**

###### **1) As a waste discharge permit inspector:**

- Inspects industrial processes to determine the type and amount of industrial waste being discharged into the sewer system;
- Observes industrial work flow processes to understand chemical and water uses, distribution, and disposal;
- Determines the appropriateness of a variety of wastewater discharge pretreatment systems;
- Identifies industrial waste problems with manufacturing processes, wastewater pretreatment systems and operational techniques;
- Draws schematics of field sites and industrial processes;
- Drafts staff reports;
- Recommends chemicals and other constituents to be tested for, sampling schedules and locations, monitoring requirements and other permit parameters;
- Explains discharge regulations to the industry;
- Conducts research to gather information regarding water consumption and lab analysis history.

###### **2) As a hazardous materials inspector and coordinator:**

- Assists City departments in conforming to Federal, State, and County regulations regarding the appropriate storage, use, and disposal of a variety of chemical substances;
- Explains and interprets codes and regulations related to hazardous materials;
- Audits City facilities to determine the type and amount of hazardous materials stored, discharged into the sewer, or disposed as hazardous waste;
- Assists in developing waste minimization proposals;
- Provides technical direction in the identification, purchase, and disposal of hazardous materials;
- Assists in developing Business Plans outlining emergency response measures, locations of facility operations, and chemicals used and stored;
- Inspects loads of commercial refuse haulers for unauthorized materials and directs unacceptable materials to recycling facilities;
- Contacts licensed haulers to coordinate the removal of dangerous materials;
- Holds potentially dangerous materials for inspection by County agencies or Fire Department Combustible, Explosive and Dangerous Materials (CEDMAT) Inspectors;
- Conducts follow-up contacts with waste haulers and industrial waste generators to obtain voluntary compliance for properly disposing of materials.

##### **MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

College graduation with a Bachelor's degree in Chemical Engineering, Environmental Engineering, Sanitary Engineering, Environmental Health, Industrial Hygiene, Chemistry, Biology, or a closely related field. Possession of a valid California Class C Driver's License.

\* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.